

Department of Public Health  
and Human Services

Section:  
WORK REGISTRATION

FOOD STAMP PROGRAM

Subject:  
FSET Referrals

**Supersedes:** FS 702-2 (10/01/05)

**References:** 7 CFR 273.7, 7 CFR 273.24, Food Stamp Act Section 6 (D)(2)

► GENERAL RULE - - The Food Stamp Employment and Training Program (FSET) is available in Lewis and Clark, Missoula, Silver Bow, Yellowstone and Flathead Counties as a voluntary program. Food stamp recipients without work registration exemptions (coded 'MA' on WOLF) (FS 701-1) who are living in one of these counties will be referred to the FSET Program at the time of intake with the Office of Public Assistance (OPA).

Able Bodied Adults Without Dependents (ABAWDS) who are subject to the three month time limit (FS 800) will be exempt from the time limit while they are attending FSET. All ABAWDS will be referred to FSET and given the opportunity to enroll. If they choose not to attend FSET and they have no other exemption, they will be limited to receiving three months of food stamps in a 36 month period (FS 800). OPA will inform every ABAWD of the ABAWD three month provision.

**NOTE:** Food stamp recipients with work registration exemptions (other than receiving TANF cash) who request a referral to FSET may receive one. FSET will determine what services, if any, are appropriate for the individual. Referrals to other agencies, may be made by FSET.

## PROCEDURE

The OPA Case Managers will use referral form HCS/FS-001 (Page 2 of this section) to refer individuals to FSET. The OPA Case Managers will check the appropriate box describing the status of the referral. ABAWDS without a time clock exemption will receive priority at FSET. Other referrals may be placed on a waiting list if FSET reaches maximum capacity. Food stamp recipients who decline to volunteer after their first referral, and who later want to participate, may be referred again.

FSET will enter a case note on TEAMS when an ABAWD enrolls and closes out of FSET. FSET will notify OPA by other methods, such as returning form FS-001, of no shows. It is the responsibility of the household to follow reporting rules and notify OPA of changes.

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